

COMMITTEE OF OCCUPATIONAL THERAPY
MINUTES

DATE: November 5, 2004

TIME: 9:15a.m., C.D.T.

LOCATION: Cumberland Room
Ground Floor, Cordell Hull Building
425 Fifth Avenue North
Nashville, TN 37247-1010

MEMBERS PRESENT: Anne Brown, Chair
Susan McFadden
Susan Pech
Camelia Williams

MEMBERS ABSENT: Corene Coffey

STAFF PRESENT: Marva Swann, Unit Director
Mary V. Webb, Board Administrator
Nicole Armstrong, Advisory Attorney
Jerry Kosten, Regulations Manager

With a quorum being present, Ms. Brown called the meeting to order at 9:15 a.m.

Office of General Counsel

Ms. Armstrong advised the Committee of the Conflict of Interest policy and for anyone who had not signed a form to please do so.

Ms. Armstrong presented the OGC report which stated that the Office of General Counsel currently has one open case which involves an Occupational Therapists Assistant.

Administrative Reports

Ms. Webb presented the following statistical information:

OT	OTA
Active Licensees – 1542	Active Licensees – 716
Retired Licensees – 365	Retired Licensees – 116
Failed to Renew – 934	Failed to Renew – 288

<i>Performance Measure</i>	<i>Goal</i>	<i>2nd Qtr. Avg.</i>	<i>1st Qtr Avg.</i>
Renewal Processing Time	14 days	2.8 – OT 2.7 – OTA	8.00 – OT 8.63 – OTA
Application Processing Time	100 days	62.72 – OT 36.64 - OTA	14.7 – OT 15.4 – OTA

Legislation

Jerry Kosten rules regulations manager, presented to the Committee a Roll Call Vote for the Rulemaking hearing that was held on October 20, 2004, to change the authorization to practice from certified to licensed and to add disclosure for applicants. All members present accepted the roll call vote by responding “Aye”. A motion was made by Ms. Camelia Williams and seconded by Ms. Susan Pech to adopt the policy. The motion carried.

Minutes

A motion was made by Ms. McFadden and seconded by Ms. Pech to accept the minutes as presented. The motion carried.

Discussion

The Committee discussed having a policy statement in place for minor convictions such as underage drinking if the conviction took place more than five years ago. The Committee wanted the applicant to be able to get a “go to work letter” for employment purposes instead of having to wait until the next scheduled board meeting. The applicant would not have to go through the TN Peer Assistant Program. The Committee directed the Administrative staff to process applications accordingly.

Modality Course Approval Request – Discussion deferred

Continued Competency requirements – The Committee discussed that if a licensee took any courses prior to the law becoming effective, those courses would not count toward their continued competency requirements.

Ms. McFadden and Ms. Brown will be attending the TOTA conference and be on a panel. Ms. McFadden clarified that the presentation would not be about the continued competence requirements.

Ms. McFadden discussed the possibility of all disciplinary actions to be reported to NBCOT. Ms. Armstrong stated that she would need to find out more details on whether the Board could report information to NBCOT. The discussion was deferred.

Financial Report

Ms. Webb presented the financial report which indicated that the Committee had a cumulative projected surplus on June 30, 2004 of \$468,397.

Ratifications

A motion was made by Ms. McFadden and seconded by Ms. Pech to approve the newly licensed and reinstated Occupational Therapists and Occupational Therapy Assistants and modality certifications. The motion carried.

Adjournment

There being no further business, the meeting was adjourned at 10:20 a.m.

The Board meeting reconvened at 11:05 a.m. to interview applicant Tara Moore. Ms. Moore submitted her application by reciprocity from Illinois. The Illinois Board had disciplined Ms. Moore because she had defaulted on a student loan. Ms. Moore proved to the Committee that she had satisfied the conditions set forth by the Illinois Board. Ms. McFadden made a motion to issue Ms. Moore a license and Ms. Pech seconded the motion . The motion carried.

Adjournment

There being no further business, the meeting was adjourned at 11:15 a.m.

MW/G4015045/OTmin